



ADUR & WORTHING
COUNCILS

**FEES AND
CHARGES
2024/2025**

ADUR AND WORTHING'S FEES AND CHARGES 2024-2025

The booklet aims to keep you better informed about the Council's charges for the year. It has mainly been produced for internal use but is available for the general public on the internet www.adur-worthing.gov.uk

Although the fees and charges are correct at the time of going to print they could be subject to change during the year and the prevailing charge at the time the service is provided will apply.

We would welcome your comments about the booklet so we can improve it in future years:

- e-mail Shakeela.Sheikh-Bloxham@adur-worthing.gov.uk
- or ring on 01903 221240

Payment methods are described on our website. In line with national aspirations we are progressively asking customers to move away from cash and cheque payment. To support this, since January 2006, all payments can be made electronically from our website either as part of an application form for a service listed in this document or on an ad-hoc basis indicating what the payment is for. To help customers, all electronic application forms contain automatic pricing to match this price list.

ADUR AND WORTHING'S FEES AND CHARGES 2024-2025

Fees and Charges from 1st April 2024 to 31st March 2025

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ADUR AND WORTHING'S FEES AND CHARGES 2024-2025

Fees and Charges from 1st April 2024 to 31st March 2025

ABANDONED VEHICLES

	2024/25 Charge £	VAT Status
Per vehicle - for removal from private land:		
Intact and easily accessible vehicle	Price on application	Non-Business
For removals other than the above	Price on application	Non-Business

Website: www.adur-worthing.gov.uk/streets-and-travel/report-a-problem/operation-crackdown

ALLOTMENTS

Note: Allotment years run from
1st October to 30th September

Adur - 2024/25 Charge:

	£	VAT Status
Charge up to 5.5 rods	67.00	Non-Business
Charge up to 10 rods	134.00	Non-Business

Adur - 2024/25 Charge:

Charge up to 5.5 rods	70.00	Non-Business
Charge up to 10 rods	139.00	Non-Business
Charge up to 2.5 rods	40.00	Non-Business
1 rod raised bed	25.00	Non-Business

Website: www.adur-worthing.gov.uk/parks/allotments

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BEACH HUT SITES & CHALETS

	2024/25 Charge £	VAT Status
<u>Adur</u>		
<u>COUNCIL CHALETS</u>		
All year charge	1305.00	Included
<u>PRIVATE BEACH HUT SITES</u>		
Annual Fee	661.00	Included
Private Beach Hut-New licence (3 times licence fee or 10% of sale price, whichever is greater)	1983.00	Included
<u>Worthing</u>		
<u>COUNCIL CHALETS</u>		
All year charge	1929.00	Included
<u>PRIVATE BEACH HUT SITES</u>		
Annual Fee	877.00	Included
Private Beach Hut-New licence (3 times licence fee or 10% of sale price, whichever is greater) - Minimum charge	2631.00	Included
<u>COUNCIL BEACH HUTS</u>		
All Year charge	1856.00	Included

Non Domestic Rate to be added to all beach hut sites and chalets charge

Website: www.adur-worthing.gov.uk/beach-huts-and-chalets

ADUR AND WORTHING'S FEES AND CHARGES 2024-2025

Bereavement Services - Burial Services

Interments	2024 Charges £	VAT Status
A stillborn child or a person who at the time of death was under 17 years of age or under	No charge	Non-business
Interment, depth not exceeding 6'	660.00	Non-business
Interment, additional depth - for depth over 6'	380.00	Non-business
Interment, cremated remains	220.00	Non-business
Interment, cremated remains deeper than 2', depth not exceeding 6'	660.00	Non-business
Additional charge for Interments outside of normal weekday operating MINIMUM CHARGE	195.00	Non-business
Saturday fee	550.00	Non-business
The exclusive right of burial in any grave space or grave, or the right to construct a walled grave or vault together with the exclusive right of burial therein; or the right to one or more burials in any grave space or grave which is not subject to any exclusive right of burial	2024 Charges £	VAT Status
Purchase of Exclusive Rights of Burial (includes first memorial permit)		
From 1 April 2024, the right will extend to 100 years		
A stillborn child or a person who at the time of death was under 17 years of age or under	No charge	Non-business
Traditional Grave Section (50 years)	4710.00	Non-business
Lawn Grave Section (50 years)	4415.00	Non-business
Cremation Plot (50 years)	885.00	Non-business
Transfer of Exclusive Right of Burial	165.00	Non-business

ADUR AND WORTHING'S FEES AND CHARGES 2024-2025

Grave reservation Traditional or Lawn Grave (5 years) existing reservations only	280.00	Non-business
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Grave reservation Cremated Remains Plot (5 years) existing reservations only	145.00	Non-business
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Memorial Permit Grave or cremation plot with EROB purchased before 31st December 2021	2024 Charges £	VAT Status
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A stillborn child or a person who at the time of death was under 17 years of age or under	No charge	Non-business
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Kerb & Set including headstone	290.00	Non-business
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Headstone only	230.00	Non-business
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Secondary memorials/kerb & set on existing grave	175.00	Non-business
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Cremation tablet/memorial	175.00	Non-business
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Additional inscription(s)	90.00	Non-business
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Memorial Permit Grave or cremation plot with EROB purchased after 1st January 2022 to 30th March 2024	2024 Charges £	VAT Status
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First memorial permit included with EROB purchase fee	No charge	Non-business
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Secondary memorials/kerb & set on existing grave	175.00	Non business
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Additional inscription(s)	90.00	Non business
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ADUR AND WORTHING'S FEES AND CHARGES 2024-2025

Durrington Cemetery Chapel (40 minutes)	No charge when followed by Burial in one of AWC cemeteries	Exempt
Durrington Cemetery Chapel (40 minutes)	245.00	Exempt
Burial/Cremation plus upkeep fee in respect of Gifford House Section, Worthing	No charge	Non-business or Exempt
Memorial Bench Plaque (shared bench) 10 years	850.00	Exempt
Exhumation of a coffined burial	3000.00	Non-business
Exhumation of a cremated remains, depth not exceeding 2'	910.00	Non-business
Genealogy Search per person	50.00	Included

ADUR AND WORTHING'S FEES AND CHARGES 2024-2025

Worthing Crematorium

	2024 Charges £	VAT Status
Cremation		
Standard Fee Attended Service (Includes 40 minutes total length of chapel use, access to the music system & unwitnessed strewing of cremated remains within a glade of your choice)	1069.00	Exempt
Reduced Fee Attended Service - 8:30am, 9:00am, 9:30am (Includes 40 minutes total length of chapel use, access to the music system & unwitnessed strewing of cremated remains within a glade of your choice)	785.00	Exempt
Crematorium Unattended Service (Includes unwitnessed strewing of cremated remains within a glade of your choice)	520.00	Exempt

Note:

For Visual Tributes, Media & Webcasting additional charges apply

Strewing and witness appointments	2024 Charges £	VAT Status
Unwitnessed Strewing in the Spring, Summer or Autumn Glade (for cremations that have taken place on or after 1st January 2022 at Worthing Crematorium)	Included in cremation fee	Exempt
Unwitnessed Strewing in the Spring, Summer or Autumn Glade (for cremations that have taken place on or before 31st December 2021 at Worthing Crematorium)	60.00	Exempt
Unwitnessed Strewing of Cremated Remains from another Crematorium	120.00	Exempt

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Witness of strewing/interment of Cremated Remains (by appointment only Mon to Fri, 10am to 3pm)	85.00	Exempt
Retention Fee for Cremated Remains (annual charge after first three months)	220.00	Exempt
Appointments outside of normal hours - by arrangement	195.00	Exempt
Saturday fee	550.00	Exempt
Other services provided by Worthing Crematorium	2024 Charges £	VAT Status
A person who at the time of death was aged 17 years or under (Includes 40 minutes total length of chapel use, access to the music system & unwitnessed strewing of cremated remains within a glade of your choice)	No Charge	N/A
Additional Fee for Saturday Service	550.00	Exempt
Two services in one single time, second cremation fee	560.00	Exempt
Witness Charge (maximum of 4 people excluding the Funeral Director)	85.00	Exempt
Coffin charge board	50.00	Exempt
Use of Chapel for Memorial Services	520.00	Exempt
Extra Time per 40 minutes - chapel use	330.00	Exempt
Certificate of Cremation / Out of England Certificate (Certified extract from Cremation Register)	40.00	Exempt
Division of ashes per set (includes cremation certificate and cardboard casket (Max 4))	50.00	Exempt
Additional Administration fees:	50.00	Exempt
<ul style="list-style-type: none"> to process paperwork within 48 hours prior to the cremation service taking place cancellation booking fee (if within 3 working days) 		

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of the cremation date)		
• any other miscellaneous administration duties		
Genealogy search per person	50.00	Included
Poly urn (4 litre capacity)	15.00	Included
Scatter tube - token amount (65 cc)	16.00	Included
Worthing Crematorium printed kraft paper bag, each	14.00	Included
Worthing Crematorium branded box for cremated remains, each	15.00	Included
Administration fee for arrangement of cremation paperwork (attended or direct)	220.00	Exempt

Webcasting / Streaming

	2024 Charges £	VAT Status
Live only - Stream a service live (only available upon request)	55.00	Included
Live & On Demand - Stream a service live and watch on demand for a further 28 days, with the option to download	75.00	Included

Visual Tributes

	2024 Charges £	VAT Status
Halo photo - Single Hold Image	20.00	Included
Basic Slideshow - Photo slide show of up to 25 photos with simple transitions that can be set to loop. This option does not include music.	75.00	Included
Music slideshow - A beautifully simple photo tribute of up to 25 photos, timed to your chosen piece of music with fade transitions. Formerly known as the Pro Tribute.	100.00	Included

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Themed Tribute - a photo montage with a difference; users can choose from a range of themes and have up to 25 photographs professionally edited and timed to your chosen piece of music	135.00	Included
Extra single photo - A surcharge for any additional holding images beyond the halo photo.	20.00	Included
Family supplied video/photo tribute used as received with basic quality checks performed by the Obitus team.created by you to be played at a time of your choosing	60.00	Included
Bespoke Tribute - A professionally crafted bespoke tribute for the service by our in-house media team. Families and arrangers will have access to a “bespoke concierge” to create something unique and personal.	Coming later in 2024	Included
Extra work charge - A fee that is applied to any of the standard products for additional work outside the norm.	40.00	Included
Extra photo charge - For each extra 25 photos on a visual tribute.	40.00	Included
Tribute Download - A downloadable version of a tribute, to keep forever.	10.00	Included

Keepsakes		2024 Charges £	VAT Status
DVD, USB, Blu-Ray, Audio CD	A keepsake copy of the service, Tribute, or both.	90.00	Included
Video book	A keepsake Video Book displaying displaying the service, Tribute, or both. More information to follow.	145.00	Included

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Memory box	A premium quality Memory Box with 25 printed photos, a keepsake USB and a keepsake DVD displaying the Live Stream/ Tribute, or both if both products were chosen. More information to follow.	205.00	Included
Second Copies	Extra copies of Keepsake DVD, USB, Blu-Ray or Audio CDs.	50.00	Included

Bundles

		2024 Charges £	VAT Status
Obitus Bundle 10% saving vs individual sale price	<ul style="list-style-type: none"> • Halo Photo • Music Slideshow • Webcast - Live & On Demand • x1 Keepsake Item (Choose from USB or DVD) 	Coming later in 2024	Included

Services for young people

		2024 Charges £	VAT Status
Live & On Demand, Halo Photo and Basic Slideshow	<p>For young people under the age of 18, we offer a free Live & On Demand Webcast, Halo Photo and Basic Slideshow of up to 25 photos.</p> <p>Alternatively, the value of these products can be credited against a more premium option if preferred.</p>	Free	n/a

Crematorium Interment options**

		2024 Charges £	VAT Status
Second to fourth cremated remains interments		220.00	Exempt

ADUR AND WORTHING'S FEES AND CHARGES 2024-2025

Other Memorials	2024 Charges £	VAT Status
Oak Memorial Plaque and inscription on Oak Post 5 years lease	195.00	Exempt
Entries in Book of Remembrance Main Volume 2 lines	105.00	Included
Entries in Book of Remembrance Main Volume 5 lines		
Entries in Book of Remembrance Main Volume 8 lines	140.00	Included
Illustration in addition to entry of 5 or 8 lines - Flowers	120.00	Included
Illustration in addition to entry of 5 or 8 lines - Emblems etc	135.00	Included
Leather Panel on Memorial Wall 2 lines 5 years lease	160.00	Exempt
Leather Panel on Memorial Wall 5 lines 5 years lease	195.00	Exempt
Leather Panel on Memorial Wall 5 years lease extension	205.00	Exempt
Remembrance card 2 lines	80.00	Included
Remembrance card 5 lines	90.00	Included
Remembrance card 8 lines	100.00	Included
Deluxe Miniature Book 2 lines	105.00	Included
Deluxe Miniature Book 5 lines	110.00	Included
Deluxe Miniature Book 8 lines	120.00	Included
Additional Entries into Personal Cards or Books 2 lines	80.00	Included
Additional Entries into Personal Cards or Books 5 lines	85.00	Included
Additional Entries into Personal Cards or Books 8 lines	100.00	Included

** Please note that our Garden of Remembrance, Rockery, Ribbon and Private Garden areas are all full. We are planning additional burial space at the crematorium, which will be available in due course.

Memorial Gardens	2024 Charges £	VAT Status
Black Granite Plaque with 5 years lease	285.00	Exempt

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Black Granite Plaque with 10 years lease	445.00	Exempt
Black Granite Plaque with 20 years lease	635.00	Exempt
Black Granite Plaque with 30 years lease	835.00	Exempt
Black Granite Secondary Inscription	220.00	Included
Ceramic Photo (Additional to Granite Plaque)	300.00	Included
Fixing/Removal	135.00	Included
Regild & Clean	105.00	Included
Memorial Bench Plaque (existing shared bench) 10 years lease	600.00	Exempt
Oak Memorial Plaque and inscription on Oak Post 5 years lease	175.00	Exempt
Open Book Plaque with inscription	50.00	Included
Open Book Black Granite Plaque 5 years lease	180.00	Exempt
Open Book Black Granite Plaque 10 years lease	340.00	Exempt
Open Book Black Granite Plaque 20 years lease	530.00	Exempt
Open Book Plaque Secondary Inscription	30.00	Exempt
Black Granite Plaque / Open Book Plaque 5 year lease extension	105.00	Exempt
Private Garden Secondary Inscription	POA	Included
First memorial permit included with EROB purchase fee		
Deluxe Miniature Book 2 lines	95.00	Included
Deluxe Miniature Book 5 lines	100.00	Included
Deluxe Miniature Book 8 lines	110.00	Included
Additional Entries into Personal Cards or Books 2 lines	70.00	Included
Additional Entries into Personal Cards or Books 5 lines	75.00	Included
Additional Entries into Personal Cards or Books 8 lines	90.00	Included

ADUR AND WORTHING'S FEES AND CHARGES 2024-2025

CAR BOOT SALES

**2024
Charge
£**

VAT Status

Adur:

Car Boot Sales

580.00

Exempt*

Returnable deposit for litter collection

300.00

Non-Business

Worthing:

Car Boot Sales

415.00

Exempt*

Returnable deposit for litter collection

300.00

Non-Business

***Exempt or VAT to be added depending on the site.**

Website: www.adur-worthing.gov.uk/car-boot-sales

ADUR AND WORTHING'S FEES AND CHARGES 2024-2025

ADUR CAR PARKS

Some sites have an operational 'orders' time of 0900 to 1800 hrs

Penalty Charge notices for non-compliance with regulations range from £50 to £70 depending on the contravention (£25 or £35 respectively if paid within 14 days from the date of issue), as laid down by the Traffic Management Act 2004.

Some sites carry a "no return within 1 hour" restriction

All sites will accept all vehicles, except:

- (a) Vehicles exceeding 30 cwt (1.524 tonnes unladen weight)
- (b) Passenger vehicles adapted to carry more than twelve passengers exclusive of the driver
- (c) Trailers
- (d) Normal tariffs apply to Blue Badge holders - Blue badge holders must also display their blue badge and pay and display ticket when parking in a designated disabled bay

ADUR CAR PARKS

Long Stay – 7 Days Chargeable - (including Bank Holidays)

CAR PARKS: Southwick Beach, Southwick Square, North Farm Road, Riverside	2024/25 Charge £	VAT Status
Up to 30 mins	0.60	Included
Up to 1 hour	0.80	Included
Up to 2 hours	1.70	Included
Up to 4 hours	2.80	Included
All day	5.00	Included

ADUR AND WORTHING'S FEES AND CHARGES 2024-2025

At Southwick Square and North Farm Road only
there is a flat fee for Bank Holidays & Sundays

1.00

included

Prime Long Stay - 7 Days Chargeable - (including Bank Holidays)

**CAR PARKS: Old Fort, Beach Green,
Ropetackle, Littlecroft**

**2024/25
Charge
£**

VAT Status

Up to 30 mins

0.60

Included

Up to 1 hour

0.70

Included

Up to 2 hours

1.30

Included

Up to 4 hours

2.80

Included

All day

5.00

Included

At Littlecroft and Ropetackle only
there is a flat fee for Bank Holidays & Sundays

1.00

included

Short Stay - 7 Days Chargeable - (including Bank Holidays)

**CAR PARKS: Tarmount Lane Shoreham
Pond Road Shoreham**

**2024/25
Charge
£**

VAT Status

Up to 30 mins

0.60

Included

Up to 1 hour

0.80

Included

Up to 2 hours

1.70

Included

Up to 4 hours

2.80

Included

All day

5.50

Included

ADUR AND WORTHING'S FEES AND CHARGES 2024-2025

At Pond Road and Tarmount Lane only
there is a flat fee for Bank Holidays & Sundays

1.00

included

CAR PARKS: Middle Street

**2024/25
Charge
£**

VAT Status

Up to 30 mins

0.60

Included

Up to 1 hour

0.80

Included

Up to 2 hours

1.70

Included

Up to 4 hours

2.80

Included

All day

6.60

Included

At Middle Street only
there is a flat fee for Bank Holidays & Sundays

1.00

included

All car parks are open 24hrs a day

Charges only apply 9:00am to 6:00pm

ADUR CAR PARKS

Season Tickets

**Beach Green, Old Fort, Riverside, Ropetackle,
North Farm Road, Southwick Beach, Southwick
Square Car Parks**

**2024/25
Charge
£**

VAT Status

Monthly

39.00

Included

Quarterly

110.00

Included

Annual

385.00

Included

ADUR AND WORTHING'S FEES AND CHARGES 2024-2025

Beach Green Car Park Houseboat

Resident Permit Per Annum	143.00	Included
Resident Visitor Permits (book of 10)	11.00	Included

Brighton Road Car Park

Resident Permit Per Annum	110.00	Included
Resident Visitor Permits (book of 10)	11.00	Included

Riverside permit area

Residents only Per Annum	220.00	Included
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Season tickets are available for some car parks.
For details please contact NSL Services 0345 680 0189.

Parking Bay suspensions £29.00 per day - per 10 metre length

Website: www.adur-worthing.gov.uk/parking

WORTHING CAR PARKS

All charges are reviewed on an annual basis.

Penalty Charge notices for non-compliance with regulations range from £50 to £70 depending on the contravention (£25 or £35 respectively if paid within 14 days from the date of issue).

These contraventions are laid down by the Traffic Management Act 2004.

All sites will accept all vehicles, except:

- (a) Vehicles exceeding 30 cwt (1.524 tonnes unladen weight)

ADUR AND WORTHING'S FEES AND CHARGES 2024-2025

- (b) Passenger vehicles adapted to carry more than twelve passengers exclusive of the driver
- (c) Trailers

WORTHING CAR PARKS

Blue badge holders may park in designated disabled bays in surface car parks for free but are limited to the maximum stay of 3 hours. A valid blue badge and clock must be correctly displayed. Normal tariffs apply when parking in non designated disabled bays.

High Street, Grafton and Buckingham MSCP

**2024/25
Charge
£**

VAT Status

Pay on Exit - 7 Days - 24 hours

Up to 1 hour	1.30	Included
Up to 2 hours	2.60	Included
Up to 3 hours	3.90	Included
Up to 4 hours	5.20	Included
Up to 5 hours	6.50	Included
All Day	11.00	Included

Sunday rate

0600 hours to 2200 hours (£1.00 per hour - max. £5.00)	1.00	Included
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Night Rate

2200 hours to 0600 hours (No Charge)	0.00	Included
Workers working in the BN11 Postcode & guest	6.20	Included

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of Hotels at The Steyne/Steyne Gardens Daily charge for High St & Grafton MSCP

Workers working in the BN11 Postcode & guest of Hotels at The Steyne/Steyne Gardens Daily charge for Buckingham Road MSCP

6.20

Included

Town centre events/Specialist market/Worthing Market (High St MSCP & Buckingham MSCP Only) £4.00 per vehicle & per trailer per day

4.00

Included

WORTHING CAR PARKS

Lyndhurst Road East and West

**2024/25
Charge £**

VAT Status

24 hours per day Pay and Display 7 Days a week incl Sunday & bank holidays

6am to 6pm

Up to 1 hour

1.40

Included

Up to 2 hours

2.50

Included

Up to 3 hours

3.90

Included

Up to 4 hours

5.20

Included

Up to 5 hours

6.50

Included

All Day (6am to 6pm)

8.40

Included

Season Tickets are available

Night Rate (6pm to 6am)

1800 hours to 0600 hours £1 per hour to a maximum of £3

1.00

Included

ADUR AND WORTHING'S FEES AND CHARGES 2024-2025

WORTHING CAR PARKS

Beach House West, Beach House East

2024/25
Charge £

**24 hours Pay and Display 7 Days a week incl
Sundays & bank holidays**

6am to 6pm

Up to 1 hour

1.30

Included

Up to 2 hours

2.30

Included

Up to 3 hours

3.50

Included

Up to 4 hours

4.70

Included

Up to 6 hours

6.10

Included

All day (6am to 6pm)

7.40

Included

Night Rate (6pm to 6am)

1800 hours to 0600 hours £1 per hour to a Max
of £3

1.00

Included

Season Tickets are available

Town centre events/Specialist
market/Worthing Market (Beach House West
Only) £4.00 per vehicle & per trailer per day

4.00

Included

ADUR AND WORTHING'S FEES AND CHARGES 2024-2025

WORTHING CAR PARKS Teville Gate

Brooklands -Western Road Brighton Road East and West

2024/25
Charge £

VAT Status

8am to 6pm Pay and Display 7 Days a week
incl bank holidays

Up to 30 Mins	0.70	Included
Up to 1 hour	1.10	Included
Up to 2 hours	1.70	Included
Up to 3 hours	2.20	Included
Up to 6 hours / All day	2.80	Included

Marine Crescent

Free up to maximum waiting time of 4 hours,
no return within 2 hours on the same calendar
day, except season ticket holders.

High St Surface (24 hours a day)

Pay and Display 7 Days a week incl bank
holidays - max 3 hour stay

Day Rate: 6am to 6pm, pay and display 7 days a
week, including bank holidays

Up to 1 hour	1.80	Included
Up to 2 hours	3.50	Included
Up to 3 hours	5.30	Included

ADUR AND WORTHING'S FEES AND CHARGES 2024-2025

Night Rate: 6pm to 6am, pay and display 7 days a week, including bank holidays:

Up to 1 hour	1.00	Included
Up to 2 hours	2.00	Included
Up to 3 hours	3.00	Included

Open 24 hours per day, 7 days per week

Chargeable every day Monday to Sunday, including bank holidays

Charges between 8am to 6pm:

£1.40 up to 1 hour

£2.50 up to 2 hours

£3.90 up to 3 hours

£5.20 up to 4 hours

£6.10 All day (8am to 6pm)

Charges between 6pm to 8am: £1.00 per hour up to a maximum of £3.00

Montague Centre car park

Open 24 hours per day, 7 days per week

Chargeable every day Monday to Sunday, including bank holidays

Charges between 6am to 6pm:

£0.80 up to 30 minutes

£1.40 up to 1 hour

£2.80 up to 2 hours

£4.20 up to 3 hours

£7.70 up to 4 hours

£12.10 All day (6am to 6pm)

Charges between 6pm to 6am:

£4.00 flat rate night rate (6pm to 6am)

The Civic Quarter Multi-Storey car park

Open 24 hours per day, 7 days per week

Chargeable every day Monday to Sunday, including bank holidays

Monday to Saturday rate:

£1.40 up to 1 hour

£2.80 up to 2 hours

£4.20 up to 3 hours

£5.60 up to 4 hours

£7.00 up to 5 hours

£11.80 All day (6am to 10pm)

Sunday rate:

£1.10 up to 1 hour

ADUR AND WORTHING'S FEES AND CHARGES 2024-2025

£2.10 up to 2 hours

£3.20 up to 3 hours

£4.20 up to 4 hours

£5.40 up to 5 hours

£5.40 All day (6am to 10pm)

Charges between 10pm to 6am Monday to Sunday:

£1.10 up to 1 hour

£2.20 up to 2 hours

£3.20 up to 3 hours (maximum amount charged for 10pm to 6am)

Charges apply at all times to blue badge holders

WORTHING CAR PARKS

**2024/25
Charge £**

VAT Status

Season Ticket

High Street multi-storey car park
Buckingham Rd multi-storey car park
Grafton multi-storey car park

Monthly (including admin fee)

115.35

Included

Quarterly (including admin fee)

310.04

Included

Annual (including admin fee)

1194.42

Included

Contractor season ticket (Available in High St
MSCP & Buckingham MSCP Car Parks Only) :

Weekly

12.00

Included

Monthly Charge

48.00

Included

ADUR AND WORTHING'S FEES AND CHARGES 2024-2025

Quarterly Charge	135.00
	387.04

Guildbourne Resident Annual (including admin fee)		Included
		Included

Discounts for multi-purchases on annual season tickets for High St, Buckingham & Grafton MSCP:

Vehicles	5 to 9	10 to 14	15 to 19	20+
Discount	5%	7.5%	10.0%	12.5%

Standard	1194.42	1194.42	1194.42	1194.42	Included
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Actual	1042.10	1014.73	992.23	964.73	Included
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**Lyndhurst Rd East, Lyndhurst Rd West
Beach House East, Beach House West**

Monthly	116.60	Included
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Quarterly	315.70	Included
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Annual	1072.50	Included
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Marine Crescent

Annual	22.00	Included
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Brooklands Brighton Road (West) Overflow

Annual	220.00	Included
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Brooklands Western Road

Annual	330.00	Included
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High St Surface

Contractor season ticket (Available in High St Surface Car Park Only) :

Weekly

ADUR AND WORTHING'S FEES AND CHARGES 2024-2025

Monthly Charge	12.00	Included
Quarterly Charge	48.00	Included
	135.00	Included
<u>Teville Gate</u>		
Monthly	116.60	Included
Quarterly	315.70	Included
Annual	1072.50	Included

Amelia Park Resident Car Park

1st resident permit 6 months	11.25	Included
1st resident permit 12 months	22.50	Included
2nd resident permit 6 months	22.50	Included
2nd resident permit 12 months	45.00	Included
Monthly Amelia visitor permit for book of 10	3.00	Included

SEASON TICKETS - season tickets are available for some car parks. Please complete the form on the website or contact the Parking Team (01903) 239999 or via NSL Services on 0345 680 0189

Parking Bay suspensions £29.00 per day - per 10 metre length

Website: www.adur-worthing.gov.uk/parking

ADUR AND WORTHING'S FEES AND CHARGES 2024-2025

COMMUNITY ALARM SCHEME

Adur Community Alarm Scheme	2024/25 Charge £	VAT Status
Basic charges		
Standard unit and pendant charge - per year, with certificate of eligibility	£235.00	Zero rated
Standard GSM unit with pendant charge - per year, with certificate of eligibility	£305.00	Zero rated

Website:

www.adur-worthing.gov.uk/social-care-and-safeguarding/community-alarm

A full range of options and sensors to suit your needs is available and pricing available on request. Please contact a member of our team, who will be happy to help. We will not sell or promote anything you don't need.

DRAIN CLEARING

Website:

www.adur-worthing.gov.uk/environmental-health/pollution/drains-and-sewers

ENFORCEMENT ACTION CHARGES

Sections 49 and 50 of the Housing Act 2004 allows the Council to make a "reasonable charge" as a means of recovering expenses incurred in serving an improvement notice, making a prohibition order, serving a hazard awareness notice, taking emergency remedial action, making an emergency prohibition order or making a demolition order. The expenses are in connection with the inspection of the premises, obtaining expert advice (if necessary) e.g. on electrical, gas or structural safety, subsequent consideration of any action to be taken and the service of notices themselves.

The Council reserves the right to make a minimum charge of **£350** in appropriate circumstances and will make this charge in accordance with the Adur & Worthing Councils Private Sector Housing Enforcement Policy

ADUR AND WORTHING'S FEES AND CHARGES 2024-2025

ENVIRONMENTAL PROTECTION, FOOD AND HEALTH & SAFETY FEES

Environmental Information Regulations - Search Fee	2024/25 Charge £	VAT Status
Environmental Information Regulations - Search Fee	120.00	Non-business
Environmental Information Regulations - Plus per file or address in excess of 10	11.00	Non-business

Website:

www.adur-worthing.gov.uk/environmental-health/pollution/contaminated-land

Export Certificates and Statement of Fact	2024/25 Charge £	VAT Status
First certificate	126.00	Non-business
Second and subsequent certificates in respect of several consignments on one vehicle	51.00	Non-business
Statement of fact H&S	200.00	Non-business
Food Safety Premises Endorsement for Export Certificate	126.00	Non-business
Second and subsequent certificates in respect of several consignments on one vehicle	51.00	Non-business

Food Fees	2024/25 Charge £	VAT Status
Food Register	N/A	Non-business
FHRS Request a Re-visit	185.00	Non-business
FHRS Request a Re-visit (Urgent revisit request within 35 days)	235.00	Non-business
Voluntary Surrender Administration Fee	26.00	Non-business
R6bb Joint Fees and Charges Leaflet		

ADUR AND WORTHING'S FEES AND CHARGES 2024-2025

Planning	2024/25 Charge £	VAT Status
<p>Environmental Health Pre-application Planning advice</p> <p>A further fee may also be applied for more complicated developments and advice</p>	143.00	Vatable
PPC Charges	2024/25 Charge £	VAT Status
PPC Charges Fees Set by Defra Non-business	Fees Set by Defra	Non-business
Ship Sanitation Inspection Charges, Gross Tonnage	2024/25 Charge £	VAT Status
<p>Fees set by The Association of Port Health Authorities and are usually increased in January</p> <p>Extra charges, based on actual costs, may be added for expenses incurred, such as launch hire; out-of-hours duty; travel and extended or re-inspection of ships due to "Control Measures" www.porthealthassociation.co.uk</p>		
Up to 1,000	135.00	Outside Scope
1,001-3,000	185.00	Outside Scope
3,001-10,000	270.00	Outside Scope
10,001-20,000	355.00	Outside Scope
20,001-30,000	450.00	Outside Scope

ADUR AND WORTHING'S FEES AND CHARGES 2024-2025

Over 30,000	520.00	Outside Scope
Vessels with the capacity to carry 50 – 1,000 persons	520.00	Outside Scope
Vessels with the capacity to carry over 1,000 persons	890.00	Outside Scope
Extensions	105.00	Outside Scope
Extra charges, based on actual costs, may be added for expenses incurred, such as launch hire; out-of-hours duty; travel and extended or re-inspection of ships due to "Control Measures" Hourly rate	26.00	Outside Scope

Water Sampling on Ships

**2024/25
Charge £**

VAT Status

Water sampling booking fee (non-refundable)	26.00	Outside Scope
Water Sampling on Ships (including first sample)	108.00	Outside Scope
Water sampling additional samples	31.00 per sample	Outside Scope

Water Sampling

**2024/25
Charge £**

VAT Status

Water Sampling Analysis of water samples for Client	86.00 @ Officer hourly rate	Vatable Vatable
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ADUR AND WORTHING'S FEES AND CHARGES 2024-2025

STRAY DOGS

Dogs are taken to private kennels.

	2024/25 Charge £	VAT Status
Up to 1 day (or part thereof)	100.00	Included
Up to 2 days	120.00	Included
Up to 3 days	140.00	Included
Up to 4 days	160.00	Included
Up to 5 days	180.00	Included
Up to 6 days	200.00	Included
Up to 7 days	220.00	Included
Dog collected and returned to owner (not kennelled)	80.00	Included
Microchipping	23.00	Included

Charges include the £25 statutory fee. Any recharges of veterinary and kennelling fees will be liable to VAT at the standard rate

Website: www.adur-worthing.gov.uk/dogs/stray-abandoned-lost-found

ADUR AND WORTHING'S FEES AND CHARGES 2024-2025

FILMING

	2024/25 Charge £	VAT Status
News/Weather Report without drone footage	no charge	Vatable
Filming Admin Fee (for enquiries which do not result in any filming taking place) from	50.00	Vatable
Student Filming Charge - usually FOC but up to	50.00	Vatable
Drone Footage - Test Launches and Students only	60.00	Vatable
Drone Footage* from	100.00	Vatable
GV's* from	65.00	Vatable
Stills/Documentaries/Photoshoots* from	100.00	Vatable
Television Drama/Series/Advert/Feature Film* from	150.00	Vatable

* All filming fees are by negotiation with our filming Partner, 'The Sussex Film Office', depending on size of production, production team and any additional requirements, such as parking, accommodation, subsistence etc

Website: www.adur-worthing.gov.uk/regeneration/filming

ADUR AND WORTHING'S FEES AND CHARGES 2024-2025

FIRE RISK ASSESSMENT SERVICE

	2024/25 Charge £	VAT Statu
Fire Risk Assessments Premises up to 100m ²	350.00	Vatable
Small Premises up to 500m ²	430.00	Vatable
Medium Premises up to 1000m ²	600.00	Vatable
Large Premises / Complex Premises over 1000m ²	from 700	Vatable
Houses of Multiple Occupation (HMOs) - Type 1	440.00	Vatable
Houses of Multiple Occupation (HMOs) - Type 3	525.00	Vatable
Blocks of Flats - Type 1 only	440.00	Vatable
General Fire Safety - Fire Safety Advice	95.00	Vatable
Fire Safety Package (Electronic Logbook, Action Notice, Policy, Emergency Plan)	90.00	Vatable
Health & Safety Health & Safety Reports	From 250	Vatable

ADUR AND WORTHING'S FEES AND CHARGES 2024-2025

<u>FORESHORE (WORTHING ONLY)</u>	2024/25 Charge £	VAT Status
Private Craft Annual Fee (Non WFS member)	144.90	Included
Private Craft Annual Fee (WFS member)	79.69	Included
WBC Craft Registration Plates (Member & non member)	15.30	Included
Locker structures - Annual Fee (per item)- Non WFS Member	79.80	N/A
Locker structures - Annual Fee (per item)- WFS Member	43.89	N/A

Website: www.adur-worthing.gov.uk/beaches-and-foreshore

ADUR AND WORTHING'S FEES AND CHARGES 2024-2025

HIRE OF HALLS/ROOMS

	2024/25 Charge £	VAT Status
Committee Rooms 1 & 3, Worthing Town Hall		
Session		
9am to 1pm or 2pm to 6pm	92.00	Included
Session		
9am to 8:30pm	275.00	Included
2 hrs Evening Session		
6.30pm to 8:30pm	92.00	Included

	2024/25 Charge £	VAT Status
Committee Room 2, Worthing Town Hall		
Session		
9am to 1pm or 2pm to 6pm	122.00	Included
Session		
9am to 5pm	245.00	Included
Session		
9am to 8:30pm	367.00	Included
2hrs Evening Session		

ADUR AND WORTHING'S FEES AND CHARGES 2024-2025

Gordon Room, Worthing Town Hall

**2024/25
Charge £**

VAT Status

Session

9am to 1pm or 2pm to 6pm

122.00

Included

Session

9am to 5pm

245.00

Included

Session

9am to 8:30pm

367.00

Included

2hrs Evening Session

6.30pm to 8:30pm

112.00

Included

All charges exclusive of VAT.

All hiring on Public Holidays and New Year's Eve – Fri/Sat/Sun rate plus 50%.

Website: www.adur-worthing.gov.uk/room-bookings

Free room hire: The use of a room, or rooms, by a community or voluntary group will be at no charge if the use is while buildings are already open for Council business (subject to availability).

HIRE OF HALLS/ROOMS - WORTHING THEATRES AND MUSEUM

Website: <https://wtm.uk/venue-hire>

ADUR AND WORTHING'S FEES AND CHARGES 2024-2025

LEGAL FEES (REVENUE AND BENEFITS)

	2024/25 Charge £	VAT Status
Summons/Liability Order		
Adur:		
Council Tax - Summons	60.00	Non-business
Council Tax - Liability Order	50.00	Non-business
Non-Domestic Rate - Summons	60.00	Non-business
Non-Domestic Rate - Liability Order	50.00	Non-business
Worthing:		
Council Tax - Summons	60.00	Non-business
Council Tax - Liability Order	50.00	Non-business
Non-Domestic Rate - Summons	60.00	Non-business
Non-Domestic Rate - Liability Order	50.00	Non-business

Website: www.adur-worthing.gov.uk/council-tax/what-is-council-tax

Website: www.adur-worthing.gov.uk/business-rates/what-are-business-rates

ADUR AND WORTHING'S FEES AND CHARGES 2024-2025

LEGAL COSTS (Lawyer hourly rates at bottom of Legal Section)

**2024/25
Charge £**

VAT Status

Conveyancing Matters

Sale of Land

(Time spent x Lawyer Hourly rate)

725.00 - 5590.00

Vatable

Leases

Agreement for a Commercial Lease

(Time spent x Lawyer hourly rate)

450.00 - (to be
advised)

Vatable

Commercial Leases

(Time spent x Lawyer Hourly rate)

785.00 - 5590.00

Vatable

Excluding a Commercial Lease from the
Landlord and Tenant Act 1954

325.00

Vatable

Renewal of Commercial Leases

(Time spent x Lawyer Hourly rate)

540.00 - 2095.00

Vatable

Rent Deposit Deed

540.00 - 1610.00

Vatable

Section 60 (Legal) costs for Residential Lease
Extension LRHUDA 1993

(Time spent x Lawyer hourly rate)

(to be advised)

Vatable

Licences

All right of way and garden licences

(Time spent x Lawyer hourly rate)

270.00 - 1470.00

Exempt

Compound Licences

(Time spent x Lawyer hourly rate)

450.00 - 750.00

Vatable

Grazing Licences

(Time spent x Lawyer hourly rate)

270.00 - 1470.00

Zero rated

Licence to assign, sub-let, make alterations

(Time spent x Lawyer hourly rate)

505.00 - 1580.00

Vatable

ADUR AND WORTHING'S FEES AND CHARGES 2024-2025

LEGAL COSTS (Lawyer hourly rates at bottom of Legal Section)

**2024/25
Charge £**

VAT Status

Renewal of grazing licences
(Time spent x Lawyer hourly rate)

270.00 - 540.00

Zero rated

Renewal of right of way and garden licences
(Time spent x Lawyer hourly rate)

270.00 - 540.00

Exempt

Tenancy at Will
(Time spent x Lawyer hourly rate)

595.00 - 1340.00

Vatable

Wayleaves
(Time spent x Lawyer hourly rate)

650.00 - 1950.00

Vatable

Deeds

Deed of Postponement of a Legal Charge
(Time spent x Lawyer Hourly rate)

425.00 - 1965.00

Vatable

Deed of Surrender
(Time spent x Lawyer Hourly rate)

425.00 - 1965.00

Vatable

Deeds of Easement, Variation or Rectification
(Time spent x Lawyer hourly rate)

705.00 - 2680.00

Vatable

Retrieval fee from Deeds Room

85.00

Vatable

Right to Buys

Engrossment of Lease

225.00

Non-Business

Engrossment of Transfer

155.00

Non-Business

Issue of Section 156 Housing Act 1985
Certificate

155.00

Non-Business

Notice of Charge

95.00

Non-Business

Notice of Transfer

95.00

Non-Business

Courtfields

Engrossment of lease

215.00

Vatable

Legal Costs

585.00

Vatable

ADUR AND WORTHING'S FEES AND CHARGES 2024-2025

LEGAL COSTS (Lawyer hourly rates at bottom of Legal Section)

**2024/25
Charge £**

VAT Status

Replies to Enquiries

225.00

Vatable

Mortgages

Mortgage redemption fee

150.00

Exempt

Planning

Footpath Diversion / Extinguishment Order
(Time spent x Lawyer Hourly rate)

(to be advised)

Vatable

S.106 Agreements

s106 Agreements
(Time spent x Lawyer Hourly rate)

1545.00 -
(to be advised)

Outside
Scope

Unilateral Undertakings
(Time spent x Lawyer Hourly rate)

775.00 - 2060.00

Outside
Scope

Commercial Contracts (Engrossment & registration applicable to all contracts)

Finalising contract post award, engrossment & registration fee:-

Confidentiality or Non-disclosure agreements

540.00

Vatable

Contract Extension Agreements

105.00

Vatable

Contract Variation Agreements

105.00

Vatable

Contracts below £75k

270.00

Vatable

Contracts from £75k to £100k

540.00

Vatable

Contracts from £100k to below threshold

805.00

Vatable

Contracts above threshold

1340.00

Vatable

Drafting Data Protection agreements

540.00

Vatable

Negotiated amendments to tendered
contract
(Time spent x Lawyer Hourly rate)

(to be advised)

Vatable

ADUR AND WORTHING'S FEES AND CHARGES 2024-2025

LEGAL COSTS (Lawyer hourly rates at bottom of Legal Section)

**2024/25
Charge £**

VAT Status

Copy Documents

Copy of one Legal owned document	25.00	Vatable
Copy of more than one Legal owned document, per additional document	15.00	Vatable

Lawyer Hourly Rates (Worthing - National Band 1 - 01 January 2024
<https://www.gov.uk/guidance/solicitors-guideline-hourly-rates>)

Solicitors and legal executives over 8 years qualified experience	278.00	Vatable
Solicitors and legal executives over 4 years qualified experience	233.00	Vatable
Other qualified solicitors or legal executives and fee earners of equivalent experience	190.00	Vatable
Trainee solicitors, paralegals or equivalent	134.00	Vatable

ADUR AND WORTHING'S FEES AND CHARGES 2024-2025

LEISURE FACILITIES

<u>ADUR and WORTHING</u>	2024/25 Charge £	VAT Status
Bowls: Outdoor		
Adult Season	146.00	Exempt
Retired Season Ticket	129.00	Exempt
New Season Ticket Holder	98.00	Exempt
Half Season Ticket	98.00	Exempt
Junior Season Ticket	61.00	Exempt
Casual session ticket	12.00	Exempt
Taster Session	6.00	Exempt
Junior Group Use per rink	36.00	Exempt
Club User per rink	21.00	Exempt
Changing Facilities Hire		
All Sports	54.00	Included
Cricket		
Changing Facilities Hire	54.00	Included
Adult - All Day Pitch (Changing Room and Showers)	138.00	Exempt
Adult - Half Day/Evening (Changing Room and Showers)	104.00	Exempt
Junior Half Day/Evening/Sunday Morning (with changing facilities)	69.00	Exempt

ADUR AND WORTHING'S FEES AND CHARGES 2024-2025

Cricket - Non Turf Pitch

		VAT Status
Changing Facilities Hire	54.00	Exempt
Adult - All Day Pitch (Changing Room and Showers)	87.00	Exempt
Adult - Half Day/Evening (Changing Room and Showers)	65.00	Exempt
Junior Half Day/Evening/Sunday Morning (with changing facilities)	56.00	Exempt

Football

	2024/25 Charge £	VAT Status
Changing Facilities Hire	54.00	Exempt
Adult - Pitch, Changing Rooms and Showers	94.00	Exempt
Junior - Pitch, Changing Rooms and Showers	58.00	Exempt
Mini Soccer - Pitch, Changing Rooms and Showers	36.00	Exempt

Adur - Football

Shoreham FC Fee (14 Games)	1431.00	Exempt
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ADUR AND WORTHING'S FEES AND CHARGES 2024-2025

Rugby

Changing Facilities Hire	54.00	Exempt
Adult - Pitch, Changing Rooms and Showers	94.00	Exempt
Junior - Pitch, Changing Rooms and Showers	58.00	Exempt

Tennis

Tennis - Hard court Adult per hour	8.50	Exempt
Tennis Adult/Family season Ticket	57.00	Exempt

*** Exempt or VAT to be added depending on the site.**

All charges to be waived for Fishergate First School for their use of Fishergate Recreation Ground for their annual sports day.

Leisure Centres & Swimming

Contact South Downs Leisure (SDL)

<https://www.southdownsleisure.co.uk/>

Worthing Borough Council - Davisons LC, Splashpoint, Worthing Leisure Centre and Field Place. <https://www.southdownsleisure.co.uk/>

Adur District Council - Lancing Leisure Centre, Southwick Leisure Centre & Wadars. <https://www.southdownsleisure.co.uk/>

ADUR AND WORTHING'S FEES AND CHARGES 2024-2025

WORTHING BOROUGH COUNCIL

Hire/Rental Parks Land	2024/25 Charge £	VAT Status
Skip Rental per week or part of week (Up to 6 cubic yard)	30.50	Non Business
Barrier Storage on site per week or part of	30.50	Non Business
Vehicle or Plant access across site	61.00	Non Business

<u>HMO Licensing</u>	2024/25 Charge £	VAT Status
Housing Inspection for Immigration Purposes	170.00	Outside scope
Houses in Multiple Occupation - for 5 or less units of accommodation	785.00	Outside scope
Additional fee on application for each unit of accommodation above 5	55.00	Outside scope
Fee on grant of licence	470.00	Outside scope

ADUR AND WORTHING'S FEES AND CHARGES 2024-2025

LICENSING FEES

Gambling Act

Premises Type	New Application £	Annual Fee £	VAT Status
<u>Adur District Council:</u>			
Existing Casinos	N/A	N/A	Non-business
New Small Casino	N/A	N/A	Non-business
New Large Casino	N/A	N/A	Non-business
Regional Casino	N/A	N/A	Non-business
Bingo Club	3500.00	1000.00	Non-business
Betting Premises (ex. tracks)	3000.00	600.00	Non-business
Betting Tracks	2500.00	1000.00	Non-business
Family Entertainment Centres	2000.00	750.00	Non-business
Adult Gaming Centre	2000.00	1000.00	Non-business
<u>Worthing Borough Council:</u>			
Existing Casinos	N/A	N/A	Non-business
New Small Casino	N/A	N/A	Non-business
New Large Casino	N/A	N/A	Non-business
Regional Casino	N/A	N/A	Non-business
Bingo Club	3500.00	1000.00	Non-business
Betting Premises (ex. tracks)	3000.00	600.00	Non-business

ADUR AND WORTHING'S FEES AND CHARGES 2024-2025

Betting Tracks	2500.00	1000.00	Non-business
Family Entertainment Centres	2000.00	750.00	Non-business
Adult Gaming Centre	2000.00	1000.00	Non-business

Premises Type	Variation	Transfer	Reinstate ment	Provision al Statemen t	Change of Name	Copy of Permit	VAT Status
ADUR:	£	£	£	£	£	£	
Family Entertainment Centre	1000.00	950.00	950.00	2000.00	50.00	25.00	Non-business
Adult Gaming Centre	1000.00	1200.00	1200.00	2000.00	50.00	25.00	Non-business
Bingo	1750.00	1200.00	1200.00	3500.00	50.00	25.00	Non-business
Betting Premises Other	1500.00	1200.00	1200.00	3000.00	50.00	25.00	Non-business
Betting Premises Track	1250.00	950.00	950.00	2500.00	50.00	25.00	Non-business
WORTHING:							
Family Entertainment Centre	1000.00	950.00	950.00	2000.00	50.00	25.00	Non-business

ADUR AND WORTHING'S FEES AND CHARGES 2024-2025

Adult Gaming Centre	1000.00	1200.00	1200.00	2000.00	50.00	25.00	Non- business
Bingo	1750.00	1200.00	1200.00	3500.00	50.00	25.00	Non- business
Betting Premises Other Betting Premises Track	1500.00	1200.00	1200.00	3000.00	50.00	25.00	Non- business
	1250.00	950.00	950.00	2500.00	50.00	25.00	

NB: These can be increased but are subject to statutory maxima

Website: www.adur-worthing.gov.uk/licensing-and-permits/gambling

Gaming Permits

Gaming Permits Permit Type	App. Fee Existing Operator £	App. Fee New Operator £	Renewal Fee £	Annual Fee* £	Duration of Permit £
Family Entertainment Centre	100.00	300.00	300.00	N/A	10 years from date of issue
Prize Gaming Permit	100.00	300.00	300.00	N/A	10 years from date of issue
Alcohol Licensed Premises Gaming Machine Permit	100.00	150.00	N/A	50.00	Indefinitely

ADUR AND WORTHING'S FEES AND CHARGES 2024-2025

Alcohol Licensed Premises Notifications	50.00	N/A	N/A	N/A	Indefinitely
Club Gaming and Club Machine Permits for existing holders of Registrations or LA 2003 CPC holders	100.00	N/A	100.00	50.00	10 years from date of issue
Club Gaming and Club Machine Permits	N/A	200.00	200.00	50.00	10 years from date of issue
All other cases				50.00	
Small Society Lottery	N/A	40.00	20.00	N/A	Indefinitely
Change of Name					25.00
Copy of Permit					15.00

* First Annual fee will be payable within 30 days after the permit comes into effect or within 12 months from the issue date whichever is the sooner. Thereafter the annual fee will be payable on the anniversary of the issue date of the permit.

** A change of the LA03 Premises Licence Holder will necessitate a new notification.

1. First annual fee of a licence will be subject to a 25% discount.

Website: www.adur-worthing.gov.uk/licensing-and-permits/gambling

ADUR AND WORTHING'S FEES AND CHARGES 2024-2025

Hackney Carriage & Private Hire	2024/25 Charge £	VAT Status
1 Year Hackney Carriage Vehicle	324.00	Non-business
1 Year Private Hire Vehicle	278.00	Non-business
Drivers Licence New Application Fee (inc 1st knowledge test)	137.25	Non-business
Hackney Drivers 3 Year Licence	291.50	Non-business
Private Hire Drivers 3 Year Licence	291.50	Non-business
1 Year Driver (extenuating circumstances)	130.00	Non-business
Private Hire Operator First Application Fee	124.50	Non-business
New 5 Year Private Hire Operator (1-2 Vehicles)	442.00	Non-business
New 5 Year Private Hire Operator (3-5 Vehicles)	877.00	Non-business
New 5 Year Private Hire Operator (6-10 Vehicles)	1602.00	Non-business
New 5 Year Private Hire Operator (11-20 Vehicles)	3632.00	Non-business
New 5 Year Private Hire Operator (21-30 Vehicles)	7112.00	Non-business
New 5 Year Private Hire Operator (31+ Vehicles)	8272.00	Non-business
New 1 Year Private Hire Operator (Exceptional Circumstances) (1-2 Vehicles)	210.00	Non-business
New 1 Year Private Hire Operator (Exceptional Circumstances) (3-5 Vehicles)	297.00	Non-business
New 1 Year Private Hire Operator (Exceptional Circumstances) (6-10 Vehicles)	472.40	Non-business

ADUR AND WORTHING'S FEES AND CHARGES 2024-2025

New 1 Year Private Hire Operator (Exceptional Circumstances (11-20 Vehicles))	878.40	Non-business
New 1 Year Private Hire Operator (Exceptional Circumstances (21-30 Vehicles))	1574.40	Non-business
New 1 Year Private Hire Operator (Exceptional Circumstances (31+ Vehicles))	1776.00	Non-business
Rear Plate	26.20	Non-business
Door Signs Pair	31.60	Non-business
Door Sign Single	18.50	Non-business
Internal plate/sign	18.50	Non-business
Change of Vehicle	63.50	Non-business
Copy of Licence	27.25	Non-business
Additional Knowledge Test each	65.00	Non-business
Additional Drivers Licence (inc DBS/Medical check)	72.50	Non-business
Replacement Badge	18.75	Non-business
DBS	57.50	Non-business
Child Exploitation Training (external)	25.00	Non-business

Personal, Temporary Events and Other Fees

**2024/25
Charge £**

VAT Status

Personal Licence	37.00	Outside scope
Change of Name or Address to Personal Licence	10.50	Outside scope
Theft or loss of Personal Licence	10.50	Outside

ADUR AND WORTHING'S FEES AND CHARGES 2024-2025

		scope
Temporary Event Notice	21.00	Outside scope
Theft, loss etc. of temporary event notice	10.50	Outside scope
Theft, loss, etc of premises licence or summary	10.50	Outside scope
Application for a provisional statement where premises are being built, etc.	315.00	Outside scope
Notification of change of name or address	10.50	Outside scope
Application to vary licence to specify individual as premises supervisor	23.00	Outside scope
Application for transfer of premises licence	23.00	Outside scope
Interim authority notice following death etc of licence holder	23.00	Outside scope
Dis Application DPS	23.00	Outside scope
Theft, loss etc of certificate of summary	10.50	Outside scope
Notification of change of name or alteration of rules of club	10.50	Outside scope
Change of relevant registered address of club	10.50	Outside scope
Duty to notify change of name or address	10.50	Outside scope
Right of freeholder etc to be notified of licensing matters	21.00	Outside scope

ADUR AND WORTHING'S FEES AND CHARGES 2024-2025

	BAND A	BAND B	BAND C	BAND D	BAND E
Premises Selling Alcohol, providing Entertainment or Late Night Refreshment					
Non-Domestic Rateable Value	None- 4,300	4,301- 33,000	33,001- 87,000	87,001- 125,000	125,001+
Premises Licences*					
New application and full variations to an existing licence	100.00	190.00	315.00	450.00	635.00
Multiplier applied to premises used exclusively or primarily for the supply of alcohol for consumption on the premises (Bands D & E only)	N/A	N/A	N/A	900.00	1905.00
Minor Variation	89.00	89.00	89.00	89.00	89.00
Annual charge*	70.00	180.00	295.00	320.00	350.00
Annual Charge multiplier applied to premises used exclusively or primarily for the supply of alcohol for consumption on the premises (Bands D & E only)	N/A	N/A	N/A	640.00	1050.00

ADUR AND WORTHING'S FEES AND CHARGES 2024-2025

The rateable value bands listed above are taken from the non-domestic rateable value of the premises and premises licence fees are paid according to the band in which the premises falls. Where a premise is under construction it is to be charged as if it were in band C. If the premises does not have a rateable value, e.g. open spaces, the fee will be charged as if it were in band A. Premises forming only part of a rateable hereditament, or split between two or more, are treated as having a rateable value equal to the rateable value for the premises of which it forms part or as having the largest rateable value if part of two or more hereditaments.

Very large premises, determined by the number of people the holder of the licence may allow on the premises at the same time, will pay an additional fee to the ones listed above – when applying for a new or converted licence and annually thereafter.

VAT Status – Outside scope.

Website: www.adur-worthing.gov.uk/licensing-and-permits

Fees for applications relating to very large premises

Maximum Number of People	Additional Application Fee	Annual Fee
5,000 to 9,999	1,000	500
10,000 to 14,999	2,000	1,000
15,000 to 19,999	4,000	2,000
20,000 to 29,999	8,000	4,000
30,000 to 39,999	16,000	8,000
40,000 to 49,999	24,000	12,000
50,000 to 59,999	32,000	16,000
60,000 to 69,999	40,000	20,000
70,000 to 79,999	48,000	24,000
80,000 to 89,999	56,000	28,000

ADUR AND WORTHING'S FEES AND CHARGES 2024-2025

90,000
& over 64,000 32,000

Club Premises

Certificates

Non-Domestic Rateable Value

New application
and variation

Annual Charge

BAND A

BAND B

BAND C

BAND D

BAND E

**None-
4,300**

**4,301-
33,000**

**33,001-
87,000**

**87,001-
125,000**

125,001+

100.00

190.00

315.00

450.00

635.00

70.00

180.00

295.00

320.00

350.00

ADUR AND WORTHING'S FEES AND CHARGES 2024-2025

LICENSING FEES (OTHER)

Animal Licensing

	Part A £	Part B £	Total Fee Payable £	VAT Status
Dog (Home Boarding)	113.00	124.00	237.00	Outside scope
Dog (Home Boarding) Franchise	80.00	89.00	169.00	Outside scope
Dog (Day Care)	196.00	206.00	402.00	Outside scope
Dog (Kennels)	196.00	206.00	402.00	Outside scope
Cattery	158.00	167.00	325.00	Outside scope
Dog Breeding*	154.00*	152.00*	306.00	Outside scope
Exhibition of animals*	154.00*	152.00*	306.00	Outside scope
Hire of Horses* 1-10	174.00*	185.00*	359.00	Outside scope
Hire of Horses* 11-20	196.00*	206.00*	402.00	Outside scope
Hire of Horses* 21+	241.00*	231.00*	472.00	Outside scope
Pet Vending	113.00*	124.00*	237.00	Outside scope
* = plus vet fees				
			2024/25	

ADUR AND WORTHING'S FEES AND CHARGES 2024-2025

Secondary Activity	Charge £	VAT Status
Dog (Home Boarding)	98.00	Outside scope
Dog (Day Care)	267.00	Outside scope
Dog (Kennels)	267.00	Outside scope
Cattery	190.00	Outside scope
Dog Breeding *	165.00*	Outside scope
Exhibition of animals*	165.00*	Outside scope
Hire of Horses * 1-10	220.00*	Outside scope
Hire of Horses * 11-20	273.00*	Outside scope
Hire of Horses * 21+	340.00*	Outside scope
Pet Vending	98.00	Outside scope
* = plus vet fees		
Amendment/ Variation to Licence	62.00	Outside scope
The Re- Rating request fee is the same as the Part B for the activity		

Dangerous wild animals	2024/25 Charge £	VAT Status
Vertebrates - 1st species: one animal	790.00	Outside scope
Each additional species	468.00	Outside scope
Each additional animal	80.00	Outside

ADUR AND WORTHING'S FEES AND CHARGES 2024-2025

Invertebrates - 1st species up to 50 animals	465.00	scope
Each additional species	44.00	Outside scope
Dangerous Wild Animals (Premises)*	322.00	Outside scope
Dangerous Wild Animals (Premises) Renewal *	288.00	Outside scope
* = plus vet fees		Outside scope
Zoo*	1870.00	Outside scope
* = plus vet fees		
	2024/25 Charge	VAT Status
Other Licensing	£	
Pleasure Boats	114.50	Outside scope
Sex Establishment Licence - New	3266.00	Outside scope
Sex Establishment Licence - Renewal	1702.00	Outside scope

Website: www.adur-worthing.gov.uk/licensing-and-permits/animals

Scrap Metal Dealers	2024/25 Charge	VAT Status
	£	
ADC Site Licence	524.00	Non-business
ADC Site Licence Variation	123.50	Non-business
ADC Collector Licence	334.00	Non-business

ADUR AND WORTHING'S FEES AND CHARGES 2024-2025

WBC Site Licence	524.00	Non-business
WBC Site Licence Variation	123.50	Non-business
WBC Collector Licence	334.00	Non-business
Change of Name/ Change of Personal Licence Address	42.25	Non-business
Copy of Licence/ Permit	16.50	Non-business

Skin Piercing	2024/25 Charge£	VAT Status
Skin piercing, tattooing, semi permanent skin colouring and electrolysis registration	155.00	Outside scope
Acupuncture personal registration	77.50	Outside scope
Acupuncture Premises registration	77.50	Outside scope
Minor Variation to existing registration	57.00	Outside scope
Copy of Certificate	26.00	Outside scope

Street Trading Consents - Town Centre (Non Vehicle) (WORTHING ONLY)	2024/25 Charge£	VAT Status
Annual	2500.00	Non-Business
Week	150.00	Non-Business
Day	60.00	Non-Business
Street Trading Consents - Marine Crescent and Marine Drive (vehicles) Annual	390.00	Non-Business

ADUR AND WORTHING'S FEES AND CHARGES 2024-2025

LOCAL LAND CHARGES SEARCHES AND REPLIES TO ENQUIRIES FEES

Official Full Search

	2024/25 Charge £	VAT Status
Standard Official Search (LLC1 & CON29R) (Post)	135.00	Included

Local Land Charges Register (LLC1)

LLC1 only search	35.00	Non-Business
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CON29R

CON29R only search	100.00	Included
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Additional Parcels

Additional Parcel (LLC1 + CON29R)	36.00	Included
Additional Parcel for LLC1 only Search	15.00	Non-Business
Additional Parcel for CON29 only Search	21.00	Included

Optional Enquiries (CON290)

Optional Enquiries 4 & 22	27.00	Included
All other Optional Enquiries	21.00	Included

See our website: www.adur-worthing.gov.uk/land-charges

***Services may be subject to VAT status change – HMRC to determine.**

ADUR AND WORTHING'S FEES AND CHARGES 2024-2025

PLEASE NOTE - The above fees include the sum of **£27.00** payable to West Sussex County Council as Highways Department.

The charge of £27.00 due to West Sussex County Council for their involvement in the search may be subject to change by them.

LOCAL LAND CHARGES SEARCHES AND REPLIES TO ENQUIRIES FEES

OPEN SPACES EVENTS

	2024/25 Charge £	VAT Status
Commercial events with an audience up to 1000 (i.e. Funfair and Circus) - per day (includes 1 day either side for build & derig)	695.00	exempt
* Commercial Events with an audience of 1000+ - per day (includes 1 day either side for build & derig)	1390.00	exempt
Extra event build and Derig days	25% of event fee	
National Charities per day	350.00	Vatable/ exempt
Community events & Local Charity Organisations with an audience of less than 50	No Charge	
Community events & Local Charity Organisations with an audience of 50+ per day	65.00	Vatable/ exempt
Civic Events	No Charge	

ADUR AND WORTHING'S FEES AND CHARGES 2024-2025

Damage Deposit, per visit

Small Event	200.00
Medium Event	350.00
Large event	500.00
Major Event	1K to 3K

Outside
Scope
Outside
Scope
Outside
Scope
Outside
Scope

Outdoor Fitness Classes

Per Annum £

1 to 2 times per week	230.00
3 to 4 times per week	340.00
5 to 7 times per week	450.00

Vatable/
Exempt
Vatable/
Exempt
Vatable/
Exempt

Cancellation fee:

- 25% of your overall event fee within 90 days of the event date
- 50% of your overall event fee within 60 days of the event date
- 75% of your overall event fee within 30 days of the event date
- No refund within one week of the event date

* Reduced charge for those in receipt of Income Support, Council Tax Benefit, or Housing Benefit.

Website: www.adur-worthing.gov.uk/parks/open-space-events

ADUR AND WORTHING'S FEES AND CHARGES 2024-2025

ROAD CLOSURES

Advertisement 106.00 Non-business

Website: <http://www.adur-worthing.gov.uk/streets-and-travel/road-closures/>

SEASONAL CONCESSION LICENCES

Concession Fees 2024/2025

Type	Price Zone	Summer Season	Peak Month (Jun, Jul, Aug)	Off Peak Month	Winter Season
Food and/or Refreshments	1	£ 2,385.00	£530.00	£265.00	£ 1,590.00
Food and/or Refreshments	2	£ 1,890.00	£420.00	£210.00	£ 1,260.00
Food and/or Refreshments	3	£ 1,260.00	£280.00	£140.00	£ 840.00
Leisure/Arts/Craft	W	£ 1,260.00	*	£210.00	£ 1,260.00
Ice cream Van Worthing Promenade	C1	£ 2,745.00	£610.00	£305.00	n/a
Ice cream Van other Beach location	C2	£ 2,385.00	£530.00	£265.00	n/a
Ice cream cart/small unit	C3	£ 1,260.00	£280.00	£140.00	n/a

* No peak month price for watersports or other leisure uses

Summer season is April to September, Winter season is October to March

For all pitches:

- The Council reserves the right to charge an enhanced fee for premium pitches, categorised by being adjacent to high footfall, year-round attractions.
- An administration fee of £55.00 is payable for all licences at the start of the Licence Period
- VAT is charged where applicable. Usually, VAT only applies to 'ambulatory' concessions.
- A deposit of £50.00 is payable upon collection of an access key, where required. The deposit will be returned in full providing the key is returned within seven days of the licence ending. Outside the seven-day period, the deposit will be returned at the Council's discretion.

Website:

<https://www.adur-worthing.gov.uk/land-and-property/seasonal-concessions/apply/#concession-licence-fees>

ADUR AND WORTHING'S FEES AND CHARGES 2024-2025

STREET NAMING AND NUMBERING

	2024/25 Charge £	VAT Status
Building Name Change (Commercial Unit/s or Residential Block of Flats)	158.00+ 47.00per flat/unit	Non-Business
Change of street name where requested by residents	263.00 + 95.00 per property	Non-Business
New developments including conversions of residential and commercial premises (No Phase Fee to be applied for 1 to 5 properties not requiring a new street name)	263.00 per phase + 47.00 per plot/unit. 158.00 per additional building name	Non-Business
Retrospective Addressing	368.00 per phase 74.00 per plot	Non-Business
Street naming for new developments	315.00 per street	Non-Business
Request for letter requiring confirmation of official address by property owner, or service provider. Examples include solicitors, banks, mortgage and utility companies	95.00 per property address	Non-Business

Website: www.adur-worthing.gov.uk/naming-and-numbering

ADUR AND WORTHING'S FEES AND CHARGES 2024-2025

VEHICLE TESTING

	2024/25 Charge £	VAT Status
MOT - Test - Fee set by VOSA	Fee set by VOSA	Outside Scope
MOT - Re-Test - Fee set by VOSA	Fee set by VOSA	Outside Scope
Taxi - Fitness Test	60.00	Outside Scope
Taxi - Combined Fitness and MOT test	78.00	Outside Scope
Taxi - Re-test	50.00	Outside Scope
Duplicate Certificate	10.00	Outside Scope

Website: www.adur-worthing.gov.uk/streets-and-travel/mot-testing

WASTE SERVICES

	2024/25 Charge £	VAT Status
Bulky Household Waste - Special Collections		
Small loads	Discretionary	Non-Business
Very large loads	As costed	Non-Business
Category One:		
The equivalent of up to 3 items of furniture or 9 sacks	49.50	Non-Business
Category Two:		
The equivalent of up to 6 items of furniture or 18 sacks	80.00	Non-Business
Category Three:		
The equivalent of up to 12 items of furniture or 36 sacks	128.00	Non-Business

Website: www.adur-worthing.gov.uk/bulky-waste

There are 6 waste categories in total - prices available on request.

Website: www.adur-worthing.gov.uk/recycling-and-waste